



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Larry Hogan, Governor - Boyd Rutherford, Lt. Governor - Van Mitchell, Secretary

MEMORANDUM

DATE: June 13, 2016

CCPC HO Memo #16-12

TO: Health Officers
CRF Cancer Program Directors, Coordinators and Staff
SAHC CRF Program Directors, Coordinators, and Staff

FROM: Cindy Domingo, Program Manager
Cigarette Restitution Fund Programs Unit, Center for Cancer Prevention and Control

RE: Teleconference on CRF Cancer Programs – Wednesday, June 15, 2016

Attached is the agenda for the Teleconference on **Wednesday, June 15, 2016, from 10:00 a.m. – 11:00 a.m.**

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cc: D. Gugel
M. Spencer
S. Hokenmaier/ C. Lewis

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CRF-Cancer Prevention, Education, Screening and Treatment Teleconference
DHMH Center for Cancer Prevention and Control
Wednesday, June 15, 2016, 10:00 AM-11:00 AM

Agenda

- 1. Maryland Colorectal Cancer Control Program (CRCCP) Update - (Michael Dark)**
 - Awards made to Local Health Departments and Federally-Qualified Health Centers/Community Health Centers.
 - Opportunity for collaboration between CPEST/CRCCP-funded grantees.

- 2. Surveillance and Evaluation (SEU) Unit Updates (Dr. Maria-Theresa Okafor)**
 - FY16 end of year CDB and EDB data entry deadline: July 8, 2016
 - EDB Training
 - Save the Date: Wednesday, July 27, 2016 at 10:30 a.m.
 - Webinar objective: To provide an overview of the newly combined EDB form and features
 - Webinar audience: All EDB users

- 3. Administrative and General CRF Program Updates (Cindy Domingo/Dwayne Selph)**
 - **Reimbursement Rate Chart:**
 - The attached Health Officer Memo 16-11 includes the updated Calendar Year 16 Reimbursement Rate Chart tool for immediate use by CRF-CPEST programs.
 - The H.O. Memo 16-11 replaces H.O. Memo 15-12. (**Refer to Attachment 1A, H.O. Memo 16-11 and Attachment 1B, CPEST Reimbursement Rate Chart**)
 - **Fiscal Year 17 (FY17) Grant Application**
 - We would like to thank the Local Health Department programs and their fiscal department staff for their prompt follow-up and re-submission of their FY17 budgets in the corrected 4542 budget package. Also, this is a reminder for Local Health Department programs to submit their application or corrected 4542 budget package if not yet submitted.
 - An assigned technical lead will contact each program coordinator to discuss the submitted grant application as needed.
 - Comments regarding submitted budgets will be sent to programs in advance of non-budget comments. Programs will be asked to address all budget review and non-budget review comments separately.
 - **Fiscal Year 16 (FY16) Contracts**
 - Programs are reminded to submit the following FY16 contract documents by **June 30, 2016:**
 - Executed signed contracts for non-fee-for-service agreements and/or grants with sub vendors from FY16. (Do not include copies of contracts for clinical services that will be reimbursed on a fee-for-service basis)
 - To be in compliance with the Division of Grant and Local Health Accounting requirements, please submit an original signed copy of the attestation letter regarding the Comprehensive Review of Subprovider Budgets for CRFP CPEST Program for all executed contracts from Fiscal Year 16. (**Refer to Attachment 2, Attestation of Comprehensive Review of Subprovider Budgets**)

- Please submit electronic copies of your executed contracts to the e-mail address dhmh.ugacrfcancer@maryland.gov with the subject header: FY16 Contract.

Future monthly teleconferences are scheduled for the third Wednesday of each month in the 2016 calendar year, from 10:00 a.m. to 12:00 noon, unless advised otherwise:

July 20, August 17, September 21, October 19, November 16, December 21

For information on other Center for Cancer Prevention and Control programs, please see contact list below:

Breast and Cervical Cancer Program and Colorectal Cancer Control Program:

Dawn Henninger at 410-767-5141 or dawn.henninger@maryland.gov

Breast and Cervical Cancer Diagnosis and Treatment Program:

Patricia Harvey at 410-767-5738 or patricia.harvey@maryland.gov

Maryland Cancer Fund:

Sarah Hokenmaier at 410-767-0804 or sarah.hokenmaier@maryland.gov

Maryland Cancer Registry:

Kimberly Stern at 410-767-5521 or kimberly.stern@maryland.gov

Maryland Comprehensive Cancer Control Program:

Meredith Truss at 410-767-5641 or meredith.truss@maryland.gov

Surveillance Evaluation Unit (SEU):

For any CDB or EDB related inquiries, please send an e-mail to:

CDB Help Email: dhmh.cdbhelp@maryland.gov

EDB Help Email: dhmh.edbhelp@maryland.gov